

Association of Art Museum Curators and AAMC Foundation

Senior Development Manager

Organization

The Association of Art Museum Curators (AAMC) is a 501(c)6 organization and the AAMC Foundation is a 501(c)3 organization that support, value, and advance the work of nonprofit art curators at all stages of their careers through leadership and connectivity. The organization's work is headquartered in New York City and grounded in diversity, equity, inclusion, access, and belonging. It seeks to recognize the full breadth of a person's lived experience, self-identification (gender, ethnic, racial, and ability), and socio-economic background. It is a compelling leader and resource for those who care about the role of curators as agents of change, social impact, and multicultural understanding and engages a large community that is not exclusive to curators.

Deeply committed to the field, AAMC and AAMC Foundation offer programs; fellowships; resources—including best practices and professional advancement—and hosts gatherings, both remote and in person. Their 2022 strategic plan includes three focus areas: responsive and relevant service; re-envisioning AAMC and AAMC Foundation identities and structures; and the long-term sustainability of the curatorial profession and the organization.

The organization provides a platform for the exchange of a broad range of information on critical issues driving the field, including diversity and inclusion, digital innovation, artistic voices and histories, outreach, and audience engagement. Their largest support is derived from grants from private and government foundations, which support its major fellowship programs, such as *Propel Program*, *Professional Alliance for Curators of Color*, *Engagement Program for International Curators*, and *Curatorial Digital Leadership*. Additional fundraising supports its Art Curators Conference, the largest gathering of curators held annually; *In-Conversations*, regional in-person programs; Webinars, open to all; and Curator Gatherings, which are curator-to-curator conversations.

AAMC and AAMC Foundation currently has a 22-member board of trustees led by President Michelle Jacques, and Judith Pineiro serves as Executive Director. For the fiscal year ending December 31, 2022, AAMC and AAMC Foundation reported annual operating income of approximately \$1.4 million of which 52% was from foundation and institutional sources, 5% from corporate sponsorships, 21% from membership, 8% individual contributions, and 14% earned revenue.

Position Summary

The Senior Development Manager (SDM) is responsible for the coordination and implementation of all fundraising plans in support of AAMC and AAMC Foundation's strategic vision and growth. The SDM will report to and partner with the Executive Director to strengthen and expand fundraising operations and staffing capacity to significantly increase contributed revenue over the next five years, prioritizing individual and corporate giving. The SDM will be a skilled and effective project manager and fundraising generalist with an aptitude and passion for the work of AAMC and AAMC Foundation in advancing the organization in partnership with the Executive Director.

Roles and Responsibilities

Development Planning and Fundraising

- Ensure the implementation and execution of AAMC and AAMC Foundation strategic fundraising initiatives including institutional, corporate, individual, annual, and membership programs.
- Prepare, manage, and maintain a comprehensive annual development plan and calendar with clearly defined goals, objectives, timelines, and assigned responsibilities in collaboration with the Executive Director.
- Facilitate the full lifecycle of all fundraising efforts, including cultivation, proposals, stewardship, deliverables, reporting, and relationship management.
- Support and partner with the Executive Director in all fundraising activities, strategically managing deployment and engagement across all fundraising initiatives.
- Execute annual fundraising appeals across all platforms (social media, text, web, etc.) and direct solicitation.
- Manage sponsorship and donor programs for all relevant events, including the annual Art Curators Conference such as solicitation, promotion, marketing deliverables, and execution in collaboration with the Benefit Committee.
- Embrace other development planning and fundraising responsibilities as needed.

Development Operations

- Support AAMC and AAMC Foundation colleagues, including staff, board members and committee members, in donor and prospect engagement activities.
- Manage the comprehensive fundraising efforts including execution of requests, renewals, reports, and donor recognition and stewardship including grants, donors, and sponsors in coordination with the Administrator.
- Coordinate the planning, production, execution, and logistics of cultivation and fundraising events with the Administrator.
- Source, coordinate, review and analyze prospects across all areas of giving.
- Create and present detailed reports and provide information to the board, including the fundraising and benefit committees.
- Embrace other development operations responsibilities as needed.

External Relations and Communications

- Be a passionate and informed advocate for AAMC and AAMC Foundation, actively seeking opportunities to engage with the broader art museum community and to participate in events that position AAMC and AAMC Foundation towards improved fundraising and visibility.
- Communicate AAMC and AAMC Foundation mission with information and materials highlighting the products, services, and value proposition of being a philanthropic partner.
- Ensure accurate and real-time information via AAMC and AAMC Foundation website, e-communications, and social channels, including writing, editing, and posting content for fundraising-related activities.
- Embrace other external relations and communications responsibilities as needed.

Traits and Characteristics

The Senior Development Manager will be an experienced fundraising professional with an entrepreneurial inclination and a demonstrated capacity to achieve contributed revenue goals. They will partner with the Executive Director to set a course of action that will support the present organizational needs as well as future goals. A confident fundraiser and self-starter, they will be knowledgeable of strategies and best practices and willing to work as part of a team, and independently, strongly valuing service to and engagement of the communities that AAMC and AAMC Foundation serve. This individual will have the ability and cultural competence to build authentic relationships with people from diverse backgrounds. A strong commitment to and track record of advancing diversity, equity, inclusion, access and belonging in the cultural sector is a must.

Other key competencies include:

- **Diplomacy, Interpersonal Skills, and Appreciating Others** – The clarity to demonstrate emotional intelligence and sensitivity when handling difficult issues while communicating, building rapport, and relating well to all kinds of people.
- **Personal Accountability** – The sensitivity to the impact of personal actions and decisions on others and be responsible for initiatives, decisions, and actions.
- **Teamwork** – The ability to cooperate with others to meet objectives, organize, and motivate others while creating a sense of order, direction, and active participation among the board, the officers, the staff, volunteers, and other stakeholders to achieve collective goals.
- **Resiliency** – The dexterity to quickly adjust to changing circumstances in the industry and environment with the flexibility to remain optimistic in the face of setbacks and challenges, recognizing these are part of learning and growth that informs new strategies and tactics.
- **Self-Starting** – The capacity to demonstrate initiative and clarity to prioritize and complete tasks to deliver desired outcomes with allotted time frames.

Qualifications

A bachelor's degree required (advanced degree desirable) with a minimum of four years of professional nonprofit fundraising experience required. Knowledge within the visual arts, nonprofit arts, exhibiting organizations, and/or curatorial fields is necessary. A track record of securing individual and corporate gifts of \$10,000+ and familiarity with visual arts and museum philanthropic organizations is a plus. Exceptional grant and persuasive writing, coupled with interpersonal, customer service and project management skills is essential. Computer and technical acumen for MAC Operating systems and programs, Microsoft Office Suite, Membership and Fundraising CRMs, graphic

design (Canva), online event and communications (Socio, Mailchimp) are strongly preferred, with the ability to learn additional programs as needed.

Compensation and Benefits

AAMC and AAMC Foundation offers competitive and equitable compensation with an anticipated starting salary range between \$80,000 and \$90,000 commensurate with experience; excellent benefits include immediate eligibility for 100% employer paid health, dental and vision coverage; a 403b retirement plan matched after one year, and paid time off including sick/personal, vacation and 13 paid holidays plus closure between year-end holidays. This position is based in New York City with hybrid in-person and remote work with occasional weekend and evening events and programs.

Applications and Inquiries

To submit a letter and resume with a summary of demonstrable accomplishments (electronic submissions preferred), please click [here](#) or visit artsconsulting.com/opensearches. For questions or general inquiries about this job opportunity, please contact:

Renée Danger-James, Vice President



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The AAMC and AAMC Foundation are committed to an environment in which all individuals are treated equally, respectfully, professionally, and free of harassment and racism within the workplace, in person or in a virtual setting. In all matters, curators should seek internal and external cooperation, communication, transparency, and engagement. We believe these principles should be upheld at all art organizations. Diversity, Equity, Inclusion, Access and Belonging are core values are part of our DNA, evident through our outreach and programs. The organization's initiatives contribute to equitable and representative curatorial workforces by recognizing the breadth of lived experiences, self-identifiers, and socio-economic backgrounds. We believe that working in diverse teams promotes new ideas and perspectives, opens dialogues, and sparks creativity.